

# PIEDMONT VIRGINIA COMMUNITY COLLEGE BOARD

## Board Meeting No. 263

January 4, 2017

Meeting number two hundred sixty-three of the Piedmont Virginia Community College Board was held Wednesday, January 4, 2017, in the W. A. Pace Jr. Board Room.

### Present

Stephen Davis	Janet Morrow
Pam Baker DeGuzman	Sean Moynihan
Bruce Dotson	Thomas Proulx
Frank Gallo	Fred Richardson
Robert Hodous	Lola Richardson
Sean McCord	Joseph Scruggs
Alfreda Morris	

### Others

Frank Friedman, President  
Pat Buck, Assistant to the President & Special Events Coordinator  
Wadah Al Mulhim, Student Government Association President  
John Donnelly, Vice President for Instruction & Student Services  
Sue Haas, Chief Information Officer  
Jolene Hamm, Director of Institutional Research, Planning & Institutional Effectiveness  
Corinne Lauer, PASS President  
Leigh-Anne Lawrence, Director of Marketing & Media Relations  
Colum Leckey, College Senate Chair  
Kim McManus, Vice President for Finance & Administrative Services  
Harry Stillerman, Vice President for Institutional Advancement & Development  
Media

### Welcome and Call to Order

Mr. Moynihan welcomed those present and called the meeting to order at 4 p.m.

### Approval of Minutes

With an edit to include the full name of the local Chamber of Commerce, the proceedings of the November 9, 2016, meeting were unanimously approved on a motion by Mr. Davis and seconded by Mr. Hodous.

### Public Comment

None

### **President's Report**

SGA president Wadah Al Mulhim provided a fall update of activities. Dr. Friedman noted the organization is very active and has had a productive semester.

***Budget/VCCS/PVCC Updates.*** With the General Assembly to open its session soon, there are three priorities that Dr. Friedman is working on for the College, namely 1) budget, 2) salaries and 3) planning money for the Advanced Technology Center. The Governor proposes a 5% cut to higher education funding, which amounts to about \$500,000 and we are already planning how to utilize College funds to the best use for this year and next year should this cut be implemented. We don't expect interruptions of programs and services since the strong fall enrollment makes a huge impact on the budget. He will continue to work with the House and Senate on the potential impact to the College and encourage them to limit the cut to the best they can. The Governor proposed a 1.5% bonus for next December for all faculty and staff but Dr. Friedman is pleased to hear that some legislators want to see raises vs. a one-time bonus. The State Board for Community Colleges approved a 1.5% bonus for full-time faculty and staff and the College extended the bonus to all hourly and adjunct positions which was awarded in December. Dr. Friedman will be working to ensure that the planning funds for the Advanced Technology Center remain in the FY18 budget.

A group of students will accompany Dr. Friedman on January 25 to visit the General Assembly; Board members are invited to attend. With an early departure on a chartered bus, the day is spent meeting individually with as many of our 11 representatives as possible, attending either a House or Senate session with a formal introduction by one of the delegates, followed by lunch. It is an exceptional experience for the students to meet face to face with their legislators doing a bit of lobbying for the priorities, but primarily telling their stories which help the legislators understand how important PVCC is to students.

The College is nearing completion of its five-year lease at the Jefferson School for our 6,000 square feet of space, funded at \$100,000 per year by a grant from the BlueMoon Foundation. An anonymous donor has paid for the first three years of our second five-year lease. The Jefferson School will house the culinary arts program and the community self-sufficiency initiative.

Dr. Friedman introduced Mr. Harry Stillerman, our new Vice President of Institutional Advanced and Development. Mr. Stillerman was most recently the executive director of Guilford Technical College's foundation.

### ***College Updates***

#### ***Dr. Donnelly***

- Faculty are back as of today for the start of the spring semester and classes commence Monday.
- In the fall the College received a \$130,000 Affordable Pathways grant from SCHEV to support working with CATEC to create career pathways for students in three fields; the grant allows funding to hire faculty for these programs that can provide certifications for the students.
- With the retirement of accounting professor Linda Hitt and the departure of the EMS faculty member, plans are underway to start the hiring process for these positions as well as hire a new cybersecurity faculty member.
- Dean Cliff Haury has announced his retirement this summer and a national search will commence in March.

- The launching of the new Kathy Hudson Emergency Fund is taking place. Upon her retirement, Dean Hudson donated seed money for emergency funds for students for short term emergencies to help them stay in college.
- We will soon become an approved testing site for Pearson VUE, Certiport and CATS.
- PVCC is partnering with the Virginia Department of Emergency Management to hold a national unmanned aerial systems (UAS) drone conference and summit in February. The 2017 National UAS Drone Summit will be held at Roseland Farms in Crozet from February 27 through March, and is intended for professionals in law enforcement, public safety, search and rescue, emergency services and disaster relief who are using or want to use drones as part of their operation. PVCC will get national exposure.
- The Argentinian exchange student will be coming soon, and this year a delegation of former attendees/students from the Otto Krause Technical School in Buenos Aires will also visit in celebration of the 25<sup>th</sup> year of the exchange program.

*Mr. McManus*

- As mandated by VCCS, an active shooter functional exercise is scheduled for May 9 in conjunction with local first responders. It involves full college participation (without students). The exercise is based on a tabletop exercise conducted in the fall.
- The Shared Services Center is up and running; the leave function is the first system to be handled with the travel function soon to come. The debt collections will transfer in the summer and the procure-to-pay processes will likely convert in December for PVCC. The payroll function is not ready for implementation. Dr. Friedman noted that the entire process is a systemwide effort to increase efficiency in non-core functions by consolidating these services to the service center, with the goal of saving millions of dollars a year to repurpose them for the core missions of teaching and learning. It is a huge and challenging initiative and is continually evolving.

*Mr. Stillerman*

- Mr. Stillerman thanked the members for their service to the College Board and is anxious to learn more about the Board members, the College and the community. His family is happy to be here and just recently had a baby girl. The Foundation has 2,100 active donors; 145 are first-time donors this year. In the last two years more than 500 donors have contributed to the College. The Foundation took in \$1.45 million in gifts and contributions in 2016.

*Ms. Haas*

- The Office 365 installation initiative is completed as is the deployment of Windows10.
- The bandwidth at Giuseppe and Jefferson is to be updated for better service to students.

*Dr. Hamm*

- The student satisfaction survey has been completed. This survey will also be conducted for the Fluvanna Correctional Center for Women and the dual enrollment populations this spring. The report will be published and available on our website.
- Fall federal reporting has been completed and winter reporting for IPEDS is underway.
- The Planning and Budgeting Committee is working on the Strategic Plan 2015, Year Two Progress Report. It will be presented to the Board in the near future.

- The community leaders' survey will be conducted soon; its purpose is to gauge the perception of PVCC in the service region. The survey's target population includes community leaders, business members, local government, state government and PVCC Curriculum Advisory Committees.
- The fall unduplicated headcount is 5550; FTE is: 2756.2; compared to last fall headcount enrollment is up by 2% (VCCS enrollment is down 3.39%); fall FTE is up .6% (VCCS is down 4.47%).
- The county profiles section of the Research and Statistics page has been updated. The county profile provides insight into how PVCC serves each county.

Dr. Friedman noted that these profiles are part of his presentations to the Board of Supervisors and also noted that City Council still doesn't allow these updates. Board members are invited to attend these scheduled presentations.

### **Program Highlight: PVCC 2006-2016**

Dr. Friedman reviewed his PowerPoint presentation from the spring convocation which provided an overview of changes over the last 10 years. In brief, enrollment has increased 25%, dual enrollment increased 90%, distance learning enrollment increased 118%, and students 25 years old and above increased 37%. The unduplicated headcount of graduates has increased from 318 to 816 students, with a total of 1,245 awards of degrees and certificates. The total number of full-time employees has increased by 21%: 21% faculty, 31% staff, and decreased by -9% for administrative/professional faculty. Over 18 new academic programs have been added, half of which are in the health fields; 18 new workforce services programs have been added. New facilities include the Keats Science Building, the Stultz Center for Workforce Services, the Writing Center, the Giuseppe Center in Greene County and the Jefferson School. The College's budget has increased by 46% to over \$25 million; funding from tuition revenue increased by 153% and from the State by 4%. Workforce Services revenue has increased to over \$1 million, a 137% increase. The total value of assets of the Educational Foundation have increased from \$4,707,000 to \$11,800,00 with \$11,500,000 in total donations; investment earnings are \$2,300,00 and the total spent on College programs and scholarships is \$8,400,000.

### **Chair's Report**

***2016-17 Committee Assignments/Selection of Chairs.*** Mr. Moynihan filled vacancies based on member request and locality representation; he asks that previous committee chairs take care of electing new chairs.

***College Board Service Award.*** The Community Relations Committee will begin its work, with Mr. Stillerman's assistance, on the process of putting out the call for nominees and making its recommendation to the full board at the March meeting. Both students and employees are eligible to receive recognition for their outstanding service outside the College; a monetary award and plaque are presented at the appropriate College function.

***Next College Board Meeting.*** The next meeting of the College Board is scheduled for March as a joint meeting with Albemarle County. These spring meetings rotate every 7 years with the localities and provides the opportunity for a discussion on what the College can do to better to serve their residents. It involves representatives from the school and county boards, high school principals and superintendent and others. A mutually convenient date is under negotiation.

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Dr. Friedman encouraged board members to attend the Board of Supervisors meetings at which he provides the yearly college updates. Funding for site development of construction projects within 5 feet of the building must be funded by the localities. It's been 7 years since funds were last requested for a building project and there are many new representatives on these boards who are unfamiliar with the process. Requesting these funds for the Advanced Technology Center is a major part of the presentation at each board of supervisors meeting.

**Other**

Mr. Hodous provided information regarding the previous discussion on policies related to freedom of speech, noting that there are 4 policies on PVCC's website that he reviewed (use of facilities by non-college groups, free expression, firearms, and assault). He feels these policies address expressed concerns.

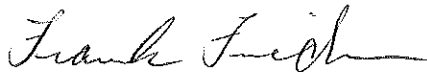
**Information Items**

The following information item was provided: College Board Calendar.

**Adjournment**

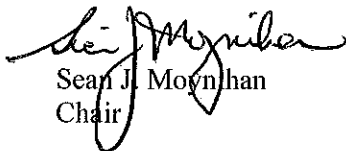
On a motion by Mr. Proulx and seconded by Ms. Richardson, the meeting was adjourned.

Respectfully submitted,



Frank Friedman  
President and Secretary to the Board

APPROVAL



Sean J. Moynihan  
Chair